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**To: Linda Dillenbeck, Chairperson  
Tourism Development Commission**

**From: Steve Geiogamah, Tourism Development Manager**

**Date: May 21, 2019**

**Subject: Strategic Planning Work Study Session**

In follow up to the special revenue fund budget and forecast presentation in April, the commission is requested to consider a Tourism Development Commission strategic planning work study session on Tuesday, September 17, 2019. Work Study Sessions typically provide a less formal setting for the TDC to discuss a specific topic with each other.

The work-study topic for consideration is the allocation of tourism program funding. Following discussion by the commission, staff will present a work-study draft agenda at the June TDC meeting.